



The Village of Biscayne Park

600 NE 114th St., Biscayne Park, FL 33161

Telephone: 305-899-8000 Facsimile: 305 891 7241

DATE: June 7, 2019

TO: Mayor and Commissioners

FROM: Krishan Manners, Village Manager

RE: Village Update

Mayor and Commissioners:

Below are a few items to note:

- **MangoFest 2019, June 22nd from 2-5PM at the Ed Burke Recreation Center**
- **Regular Commission Meeting, July 9th, 7PM at the Log Cabin**

- **FEMA:**

The Village received a letter from the State of Florida stating that they support our appeal. We await response from FEMA for next steps.

- **FINANCE:**

Finance and Village Staff have been providing information to the auditors for the 2018 Audit. Discussions and preparations for the FY 2020 budget continue.

- **CODE:**

Code Officer inspected cases to ascertain compliance. Worked with residents in the field. Answered emails and responded to calls. Posted various notices at properties. Scanned documents, sent out certified mailings. Sent out reminder notices for pending fines. Assisted residents who came in to the Village office with and without appointments. Entered new cases in the system for Officer's citing and complaints from residents. Daily organization of files to assure case files are up to date. Processed Lien searches. Continued to build a relationship with the community to educate them about violations and how to resolve them accordingly.

Public works continues to assist with trash being placed out too early. Creating and updating forms as needed. Taking photographs and uploading to case files. In addition, they researched property owners for contact information. Researched rental properties. Set appointments and performed landlord inspections.



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Enforcement procedural totals:

Closed cases:	23
Total new violations opened:	33
Landlord inspections:	10
Administrative Citations:	11

New violation cases:

Address:	2
Administrative Citations:	11
Landlord Permit:	2
Overgrown Property:	2
Painting:	1
Permit Required (Double Fee):	2
Roof Cleaning:	1
Signs:	1
Trash/Cans/Yard Waste Swale:	11

- **POLICE:**

Police Department's Statistics for the Period

Total Cases: 27

Total Cases by Category

Alarms:	5
Assists other Police Agencies:	3
Sick/Injured:	3
Suspicious Person/Vehicle:	1
Investigation:	3
Information/Non-Criminal Investigations:	12
Repossession:	0
Residential Burglary:	0
Vehicle Burglary:	0
Domestic Battery:	0
Hit and Run:	0
Traffic Crash:	0
Grand Theft:	0
Stolen Vehicle:	0
Petit Theft:	0
Missing Person:	0



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Criminal Mischief:	0
Narcotics Arrest:	0
Fraud:	0
Identity Theft:	0
Misdemeanor Arrest	0
Felony Arrest:	0
Traffic Arrest:	0
Natural Deaths:	0

- **PARKS & RECREATION:**

The Parks and Recreation Manager purchased and replaced tire swing in main playground area. Performed ballfield maintenance. Held a CPR/AED and First Aid training course for two departments and outsourced employees. Worked on summer program transition scheduling and prep. Weekly grounds and building maintenance. Fielded quotes for new staging and chair and table replacements.

- **PUBLIC WORKS:**

Public Works placed portable sprinkler/watered the Butterfly Garden due to lack of rain 5 consecutive days to avoid dry spots. Resumed grubbing weeds and trimming the green island Ficus along NE 6th Ave Median as needed.

Public Works Employees attended classes for CPR as instructed by the Administration and to receive certification for 2 years. Mowed the Rec Center ballfield, checked and adjusted sprinkler system in Zones # 5 thru # 11 and replaced broken heads as needed. Watered on a daily basis the Coco Plums along NE 121 St Median the Pentas at NE 6th Ave.

Transferred some of our Heavy Equipment for repairs as needed. Assisted Police Department in removing a hanging Limb at NE 6th Ave due to safety concerns.

Set up and recorded Regular Commission Meeting and uploaded to YouTube as required. Worked with DERM and received certification for Hurricane Debris Site.

- **ADMINISTRATION:**

Manager continues to work with the Village Attorney and FEMA regarding debris reimbursement. Working on 2018 Audit. Worked on Public Record requests. Attended regular Commission meeting. Held weekly staff meeting. Assisted residents and staff as needed.

Wishing everyone a great weekend!